



DEPARTMENT OF THE NAVY  
OFFICE OF THE CHIEF OF NAVAL OPERATIONS  
2000 NAVY PENTAGON  
WASHINGTON, D.C. 20350-2000

IN REPLY REFER TO:  
OPNAVINST 4700.39A  
N43  
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OPNAV INSTRUCTION 4700.39A

From: Chief of Naval Operations

Subj: NAVY AFLOAT MAINTENANCE TRAINING STRATEGY (NAMTS)  
MANAGEMENT POLICY

Ref: (a) OPNAVINST 4700.7 K, Maintenance Policy for U.S. Navy Ships  
(b) COMLANTFLTINST 4700.1A/COMPACFLTINST 4700.5A, NAMTS JQR Management (NOTAL)  
(c) NAVPERS 18068F, Volume II (NECs)  
(d) OPNAVINST 1560.10B Administration of the United Services Military Apprenticeship Program (USMAP)

1. Purpose. To reaffirm policy and clarify roles and responsibilities for training Sailors in core maintenance skill areas considered essential to sustaining organic maintenance capability during forward deployed ship operations.

2. Cancellation. OPNAV Instruction 4700.39.

3. Discussion. Reference (a) provides guidance on maintenance policy for U.S. Navy ships including the training role of the shore intermediate maintenance facilities. Reference (b) addresses the Navy Afloat Maintenance Training Strategy (NAMTS) and Job Qualification Requirement (JQR) management.

4. Background. A Battle Force Intermediate Maintenance Activity (BFIMA) is the collective battle force elements capable of performing maintenance beyond the organizational level. The function of the BFIMA is to maximize Battle Force ability to operate and sustain itself at sea through improved repair skill sets and material self-sufficiency.

The Navy Afloat Maintenance Training Strategy (NAMTS) is a training strategy designed to ensure that qualified and proficient craftsman are available to fill core Battle Force Intermediate Maintenance Activity (BFIMA) billets identified by

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the Fleet. While BFIMA encompasses all maintenance assets in the battle force, NAMTS focuses on proficiency-based intermediate level maintenance skills and billets in specific areas that the Fleet has identified as critical to maintaining self sufficiency. NAMTS skills support BFIMA requirements not previously covered by a proficiency-based NEC.

Individual Sailor proficiency is essential to Battle Force self-sufficiency in core maintenance skills. NAMTS is a program that provides an integrated approach to both maintenance and training. This program ensures that Fleet assets will receive quality-trained Sailors with journeyman-level expertise able to fully support a range of Battle Force Intermediate Maintenance Activity (BFIMA) requirements. NAMTS skills denote a subset of BFIMA skills, namely, those that specifically require "hands-on" experience and demonstrated proficiency. Designated Sailors will receive specialized NAMTS funding during shore tour assignments at intermediate and depot level maintenance activities.

Upon successful completion of skill-related JQRs, Sailors will be awarded Navy Enlisted Classification (NEC) codes associated with follow-on sea duty assignments. NAMTS-skill training at intermediate and depot level maintenance activities provides beneficial shore duty and career development opportunities for Sailors. It requires no additional billets beyond those required to support desired sea/shore rotation objectives. NAMTS additionally benefits Sailors by providing them the opportunity to receive industry recognized certifications, including U.S. Department of Labor journeyman certification, via the United Services Military Apprenticeship Program (USMAP).

5. Scope. This instruction applies to all active and reserve ships of the United States Navy, except civilian-operated ships assigned to the Military Sealift Command. This instruction also applies to non-aviation intermediate and depot level maintenance activities and to other activities with NAMTS Life Cycle Management responsibilities.

### 6. Policy

a. A structured approach to training at Shore Intermediate Maintenance Activities (SIMAs) is necessary to ensure that the Navy maintains the skills and capability needed to effect repairs to our ships during forward-deployed operations. NAMTS-

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skill training is conducted as an integral part of the SIMA production process and is consistent with the objective of efficiently utilizing the Navy's own organic (in-house) training resources and infrastructure.

b. Training will be provided for in-service NAMTS skill proficiency. Rating knowledge training typically associated with formal Navy training and/or in-shop training supported by command training programs is not a responsibility of the NAMTS program.

## 7. Responsibilities

### a. Chief of Naval Operations (CNO)

(1) CNO (N00T), Director of Naval Education and Training, is the NAMTS resource sponsor.

(2) CNO (N43), Director Fleet Readiness Division, is the CNO staff point of contact for NAMTS. CNO (N43) will coordinate within CNO and with Commander, Fleet Forces Command (CFFC) and Fleet Commanders (FLTCs) to provide oversight and direction and to ensure the NAMTS program is fully executed.

(3) CNO (N42, N75, N76, N77, and N78), platform resource sponsors, will review and approve Required Operational Capabilities (ROC) and Projected Operational Environment (POE) modifications to incorporate elements necessary for alignment of ship manpower requirements with NAMTS skills.

(4) CNO (N12) will provide technical support and guidance for manpower policy issues and for the development and updating of NECs for NAMTS skills in accordance with reference(c).

### b. Commander Fleet Forces Command (COMFLTFORCOM, CFFC)

(1) COMFLTFORCOM is responsible for overall NAMTS program management and the coordination, establishment, and implementation of integrated requirements and policies for manning, equipping and training Atlantic and Pacific Fleet units during the inter-deployment training cycle. As such, COMFLTFORCOM will be the primary point of contact for all Fleet Type Commander issues pertaining to policy and requirements related to NAMTS skill training.

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(2) Identify training requirements to Naval Personnel Development Command (NPDC).

(3) Coordinate with Commander, Atlantic Fleet (COMLANTFLT), Commander, Naval Sea System Command (COMNAVSEASYSKOM), Lead Type Commanders, Regional Maintenance Center (RMC) Commanders, Naval Personnel Development Command (NPDC) and intermediate and depot level maintenance activities to determine training requirements and implementation of policy and resources in support of NAMTS skill training.

(4) Identify NAMTS training billets in activity manning documents of intermediate and depot level maintenance activities' to facilitate qualification in skills requiring "hands-on" experience and demonstrated proficiency. Billet numbers should be consistent with Navy sea / shore rotation policy and, per reference (b), with Fleet qualification throughput targets based on at-sea requirements.

(5) Provide direction to Type Commanders, NPDC and RMC Commanders to ensure maintenance personnel are JQR qualified to perform work and establish and enforce adherence to NAMTS training cycle performance standards.

(6) Establish and maintain a standard policy for administering the NAMTS program for both Atlantic and Pacific Fleets.

(7) Manage NAMTS program execution and NAMTS qualifications to ensure:

(a) Proper training throughput billets are identified at IMAs (by billet title) to support qualification of Sailors consistent with sea/shore rotation requirements.

(b) An adequate number of JQR-qualified personnel are produced to fill NEC-coded billets afloat.

(c) Compliance with guidance provided by reference (b), which provides specific direction to intermediate and depot level maintenance activities regarding their NAMTS roles and responsibilities.

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(d) Skill training consistency is an integral part of regional maintenance programs.

(e) Skill retention of JQR-qualified Sailors.

(f) Return on investment through improved operational and material readiness of afloat units.

(g) Ensure Fleet feedback is provided as a basis for future JQR modifications and/or development.

(h) Provide the opportunity for Sailors to participate in the United Services Military Apprenticeship Program in accordance with guidelines provided in reference (d).

c. NPDC

(1) Administer NAMTS training program funding in support of NAMTS skill qualification and proficiency training requirements.

(2) Coordinate training materials related to JQR processes in support of NAMTS skills.

(a) Conduct task analysis, develop learning objectives and identify training requirements necessary to support JQRs.

(b) Develop, review, standardize, maintain, and make available training materials to support NAMTS training requirements.

(3) Provide Life Cycle Management (LCM) for NAMTS JQRs.

(a) Maintain accuracy of JQRs and ensure availability.

(b) Coordinate proposed JQR changes with CFFC and FLTCs.

(c) Develop new JQRs as directed by CFFC.

(d) Develop, distribute, and maintain the JQR Implementation Guide.

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(e) In coordination with CFFC and FLTCs, plan and execute JQR revisions and/or develop new JQRs based on ship system modifications, upgrades, or new acquisitions.

(4) Provide Life Cycle Management for the transition of Qualification Tracking Management System (QTMS)/Navy Enterprise Maintenance Automated Information System (NEMAIS) data to the Navy Training Management and Planning System (NTMPS) and the Corporate Enterprise Training Activity Resource System (CETARS).

(a) Develop and coordinate proposed NTMPS enhancements, and upgrades with CFFC and FLTCs.

(b) Provide an automated information system that will keep CNO (N43), CFFC, FLTCs, and their activities apprised of NAMTS training throughput, performance outcomes, and trends.

(c) Ensure the system meets the goals and objectives of the Navy Enterprise Data Model.

(d) Provide data that enables tracking of NAMTS program elements.

(5) Through the Navy Enlisted Occupational Classification System (NEOCS) process, develop and modify NAMTS NECs as directed by CFFC and FLTCs.

(6) Provide Sailor maintenance skill training in accordance with NAMTS requirements and as directed by CFFC and FLTCs.

(7) Provide technical and logistical support to CFFC and FLTCs required to ensure successful execution of the NAMTS program.

(8) Host and maintain an informational website that supports NAMTS program management, program awareness and training materials.

(9) Develop and maintain an automated, online testing method (available via the Navy Knowledge Online website) to employ as a standardized prerequisite for award of NECs for NAMTS skills.

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(10) Provide management for training delivery at participating shore commands in support of NAMTS training requirements.

(11) Coordinate the development and submission of Course Identification Number (CIN) packages to support NEC management and training accomplishment.

d. Naval Sea Systems Command (NAVSEA)

(1) Serve as Technical Authority in support of the NAMTS program.

(2) Assist in facilitating the acquisition and distribution of equipment / material needed to support NAMTS requirements.

S/  
K.F Heimgartner  
Rear Admiral  
Director, Fleet Readiness  
Division

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